**Ch. 6 Guided Notes**

**Vocabulary**

Checking Account

Endorsement

Blank Endorsement

Special Endorsement

Restrictive Endorsement

Post-Dated Check

Bank Statement

Dishonored Check

Electronic Funds Transfer

Debit Card

Petty Cash

Petty Cash Slip

**6.1 - Checking Accounts**

**Recording Deposits on Check Stubs**

**Preparing Check Stubs/Checks**

Check Stubs

1.)

2.)

3.)

4.)

5.)

6.)

Checks

7.)

8.)

9.)

10.)

11.)

12.)

**Recording a VOID check**

1.)

2.)

3.)

4.)

5.)

**6.2 Bank Reconciliation**

1.)

2.)

3.)

4.)

5.)

6.)

7.)

8.)

9.)

10.)

**Recording a Service Charge on a Check Stub**

**1.)**

**2.)**

**3.)**

**Journalizing a Service Charge**

**6.3 Electronic Banking**

Reasons for a Dishonored Check

1.)

2.)

3.)

4.)

5.)

6.)

Journalizing a Dishonored Check

Journalizing an Electronic Funds Transfer

Journalizing a Debit Card Transaction

**6.4 Petty Cash**

Establish a Petty Cash Fund

1.

2.

3.

4.

Replenish a Petty Cash Fund

1.

2.

3.

4.